

CITY OF FALLS CHURCH

Annual Action Plan Fiscal Year 2006 (July 1, 2005 – June 30, 2006)

A component of the City's Five-Year Consolidated Plan for addressing Housing and Community Development Needs



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"The City of Falls Church does not discriminate on the basis of disability in its employment practices or in the admission to, access to, or operations of its services, programs, or activities. Letha Flippin, 300 Park Avenue, Falls Church, Virginia has been designated to coordinate compliance with the ADA non-discrimination requirements."

"The City of Falls Church complies with the Americans with Disabilities Act.
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Approved December 13, 2004

FISCAL YEAR (FY) 2006 ACTION PLAN

Executive Summary

The purpose of this annual One-Year Action Plan is to provide the City with a basis for assessment through the Consolidated Annual Performance and Evaluation Report (CAPER). The One-Year Action Plan describes the resources expected to be available in the coming program year from Federal, non-Federal and private sources. It includes a description of the activities that will be undertaken to meet the stated objectives in the five-year Consolidated Plan. The Action Plan also describes actions to be undertaken to address obstacles in meeting the needs of the under-served, removing barriers, and enhancing coordination in the community. This Action Plan specifically identifies how the City shall utilize federal CDBG, HOME, and ADDI funds, as well as other resources, to meet those needs in FY 2006.

FY 2006 Consolidated Action Plan Objectives

Activities within the FY2006 Consolidated Action Plan are consistent with all four of the objectives identified in the Consolidated Plan. The Consolidated Plan objectives are listed below:

- Prevent Homelessness & Provide Transitional Housing
- Provide Services to Special Needs Populations
- Create Affordable Housing Opportunities
- Increase Economic Opportunities

FY 2006 Activities

This Action Plan outlines the City's FY 2006 housing and community development goals. It describes the City's anticipated expenditures of housing and community development funds from federal, state, local and private resources. This annual Action Plan is updated and submitted to Arlington County and HUD each year. The City of Falls Church will renew its cooperative agreement with Arlington County for the time period covering FY 2006 through 2008.

Citizen Participation

There were four public hearings conducted in the formulation of this Plan. The City of Falls Church Housing & Human Services Division held two public forums on October 21 and 26, 2004 to receive public comments on the proposals for FY 2006 activities. The Housing Commission/Human Services Advisory Council made its final funding recommendations during a November 4, 2004 public meeting. The Falls Church City Council held a public hearing on December 13, 2004, to approve the final funding recommendations. The hearings were conducted in facilities that are accessible to persons with disabilities. English-language translation services and sign-language interpretation were available by request.

Notices of public hearings in both English and Spanish were sent to housing and human service providers, civic organizations, faith organizations, and citizen groups. Notices were advertised in both the local newspaper and City newsletter and broadcast on the City's cable television channel. In addition, the City subscribes to the telephone-based service, Language Line, to provide interpretation services in over 140 languages to anyone who visits City Hall and with questions regarding housing and community development services and programs.

**City of Falls Church
Annual Action Plan
Fiscal Year 2006
(July 1, 2005 – June 30, 2006)**

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HOUSING & COMMUNITY DEVELOPMENT REQUESTED FUNDS SUMMARY¹

FY 2006 CDBG, HOME & ADDI ACTIVITIES

FY 2006 Applicants	FY 2006 APPROVED GRANT AMOUNT		
	CDBG	HOME	ADDI
HHS - ADA Ramp Install	\$ 25,000.00	\$ -	\$ -
HHS - Homebuyer Asst.	\$ 40,000.00	\$ -	\$ -
BDAG - Small Bus. Asst.	\$ 23,600.00	\$ -	\$ -
HHS - Rental Assistance	\$ 17,500.00	\$53,277.00	\$6,116.00
FCHC - Ives House/Transitional Housing	\$ 21,000.00	\$ -	\$ -
Total CDBG \$\$ Requested	\$ 127,100.00	\$53,277.00	\$6,116.00

CDBG Public Services	Approved Amount
Legal Services	\$ 3,000.00
FCHC - Ives House/Transitional Housing	\$ 6,500.00
HHS - Therapeutic Rec.	\$ 1,800.00
FCCPS - Family Literacy	\$ 8,000.00
Friends - Winter Emergency Shelter	\$ 10,000.00
Total CDBG Public Service \$\$ Requests	\$ 29,300.00

KEY:

BDAG: Business Development Assistance Group
 FCCPS: Falls Church City Public Schools
 FCHC: Falls Church Housing Corporation
 Friends: Friends of the Falls Church Emergency Winter Shelter
 HHS: Housing & Human Services
 Legal Services: Legal Services of Northern Virginia

¹ The following chart lists the activities that have requested funding for the CDBG, HOME, and ADDI program for FY 2006.

FY 2006 ACTION PLAN

FUNDING RESOURCES

The applicants for FY2006 have proposed leveraging resources as follows:

I. Federal and Other Public Resources

The City of Falls Church will receive approximately \$100,000 in CDBG funds and \$45,000 in HOME funds in FY 2006. In addition, the City has unused CDBG funds of approximately \$84,000 to award as part of the FY 2006 funding process.

The City will contribute an estimated \$41,000 from local funds to meet the HOME match requirements. The HOME Match requirement will be met through the operation of the City's Special Housing Fund rental assistance program. In addition to this leverage, the City will provide approximately \$60,000 in local funds for personnel costs associated with the administration of CDBG-funded activities. The FY 2006 CD activities leveraged \$449,713 of other Federal, State, or other-jurisdiction local funds.

II. Leveraging Private Funds

Scoring criteria to receive assistance under the HOME and CDBG programs include favorable ratings for projects that leverage nonfederal funds. Due to the limited federal funding available, programs often require multiple funding sources. Creativity in developing programs by using a variety of funding sources is favorably considered by the City in awarding all funds over which it has control. For FY 2006, the CD proposals will leverage approximately \$71,300 of private funds and \$88,037 of in-kind services.

III. FY 2006 Activities

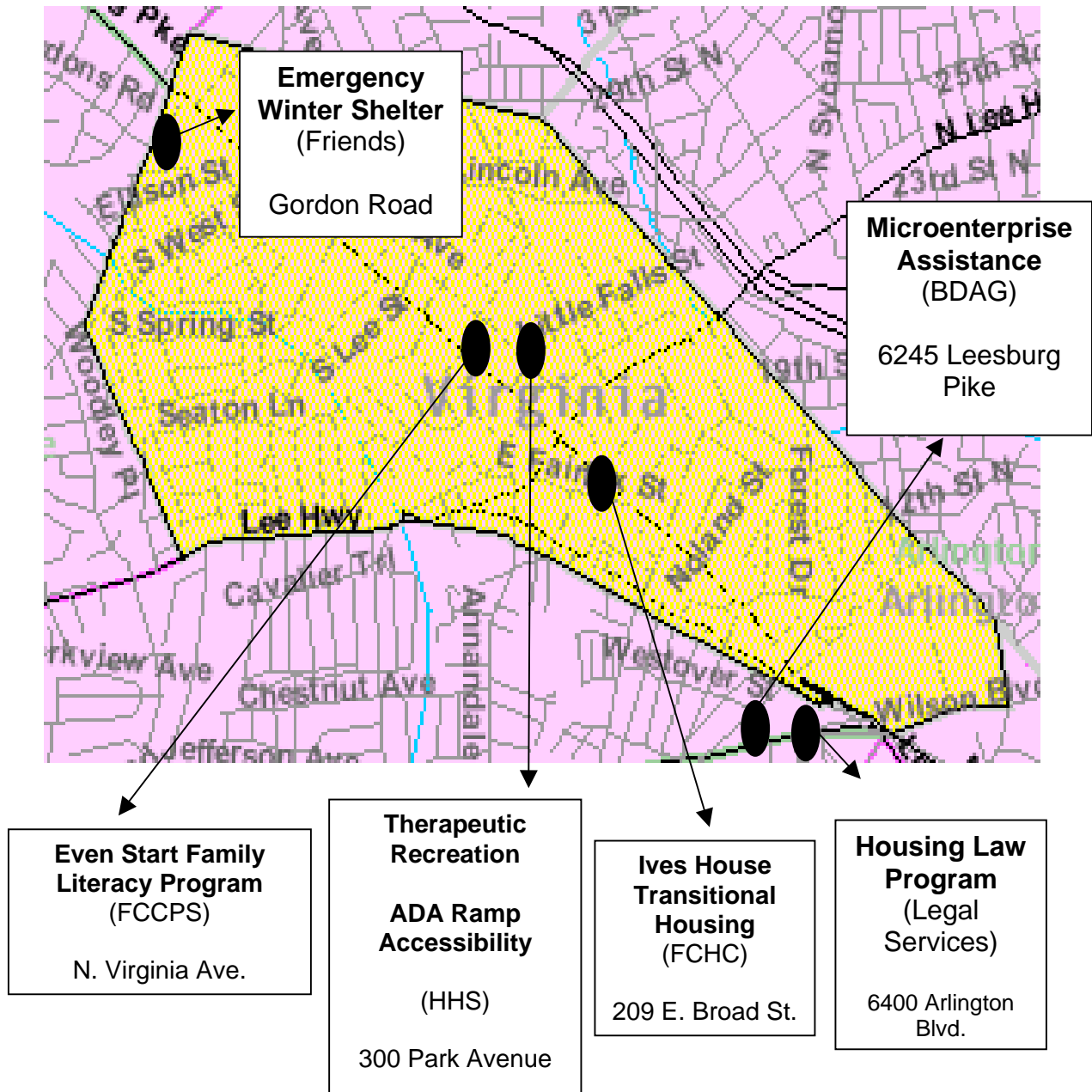
The chart on page IX-5 lists the activities that have requested funding for the CDBG, HOME, and ADDI program for FY 2006. The following pages describe each of the activities in detail.

[Click Here to Access Action Plan Table 3 –
Consolidated Plan Listing of Projects](#)

City of Falls Church

FY 2006

Geographic Map of Proposed CDBG, HOME & ADDI Activities



ETHNIC /RACIAL AND INCOME CONCENTRATION IN THE CITY OF FALLS CHURCH

The following charts and maps are provided to illustrate areas where there is significant concentration of low-income and racial/minority households and to compare this information to areas that receive housing and community development funding. Table 1 and Map 1 demonstrate minority & racial concentrations, while Maps 2 & 3 demonstrate the concentration of low-income households in the City. Map 4 indicates the location of the FY 2006 proposed CDBG, HOME, and ADDI activities.

It is important to note that there are areas of the City with significant concentrations of low-income and racial minorities. The activities that are specifically in the areas of highest racial/minority and low-income household concentration are in the area where there is the second highest concentration of minority households and the second highest concentration of households living below the poverty level. Households in these areas are also low and moderate-income and were ranked as “high need” for housing assistance programs.

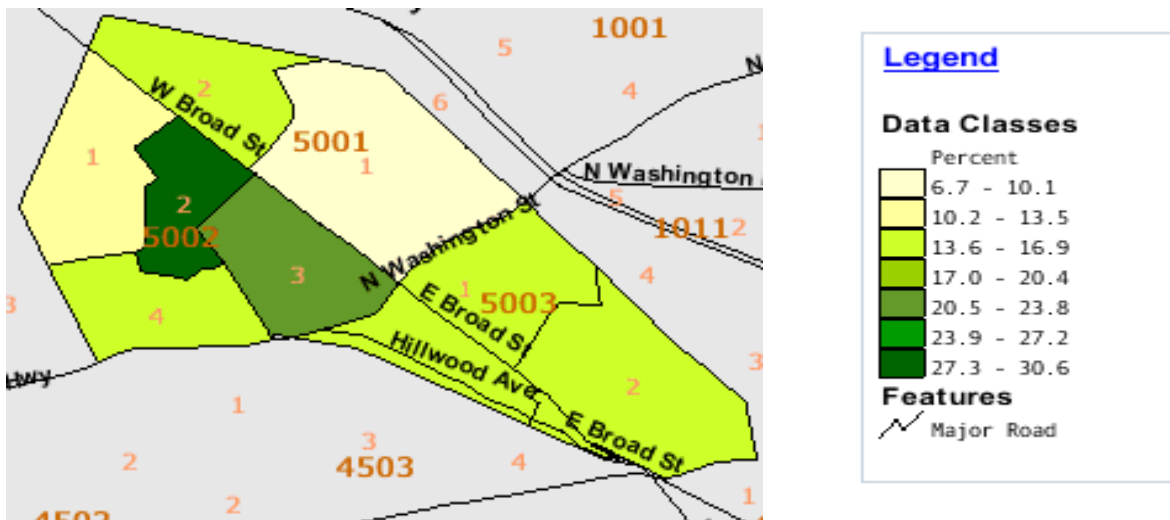
Table 1: Ethnic Concentrations in the City of Falls Church by Census Tract

Ethnicity/Race	Census Tract (CT) 5001 (# in CT)	% in CT	Census Tract 5002 (# in CT)	% in CT	Census Tract 5003 (# in CT)	% in CT
Total:	2,288		4,704		3,385	
White alone	2,065	90%	3,919	83%	2,833	84%
Black or African American alone	45	2%	166	4%	129	4%
American Indian and Alaska Native alone	5	0%	14	0%	6	0%
Asian alone	105	5%	277	6%	293	9%
Native Hawaiian and Other Pacific Islander alone	2	0%	4	0%	1	0%
Hispanic or Latino	114	5%	616	13%	146	4%
Some other race alone	35	2%	180	4%	46	1%
Two or more races	31	1%	144	3%	77	2%

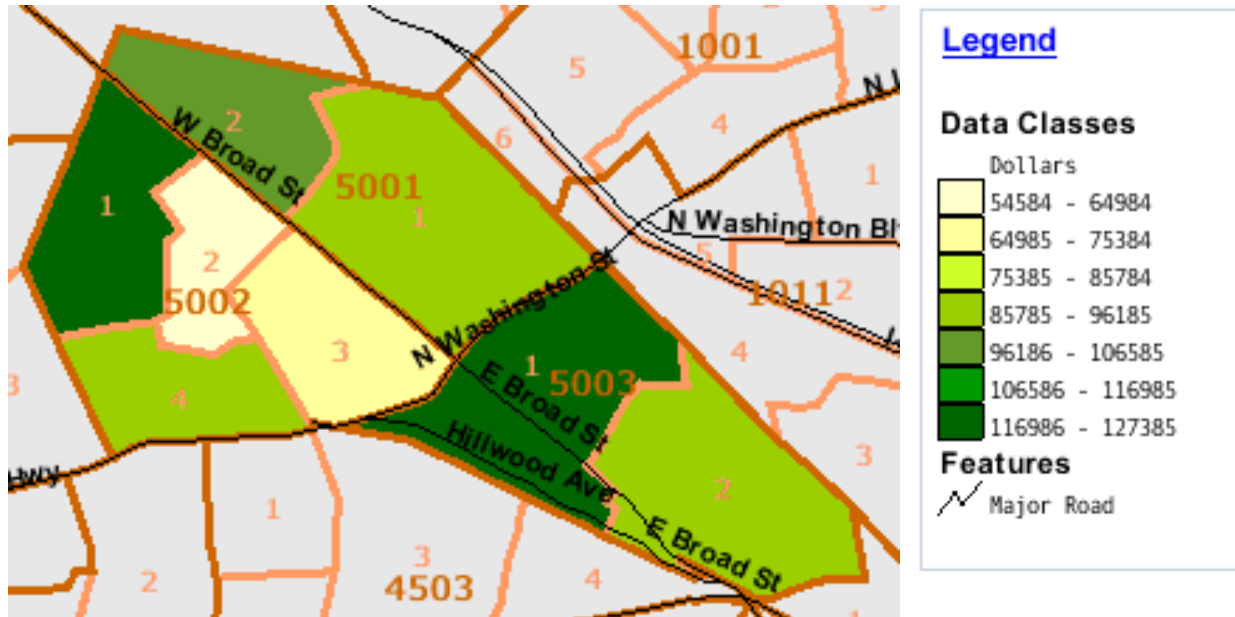
Source: Census 2000

MAP 1 : Ethnic Racial Concentration

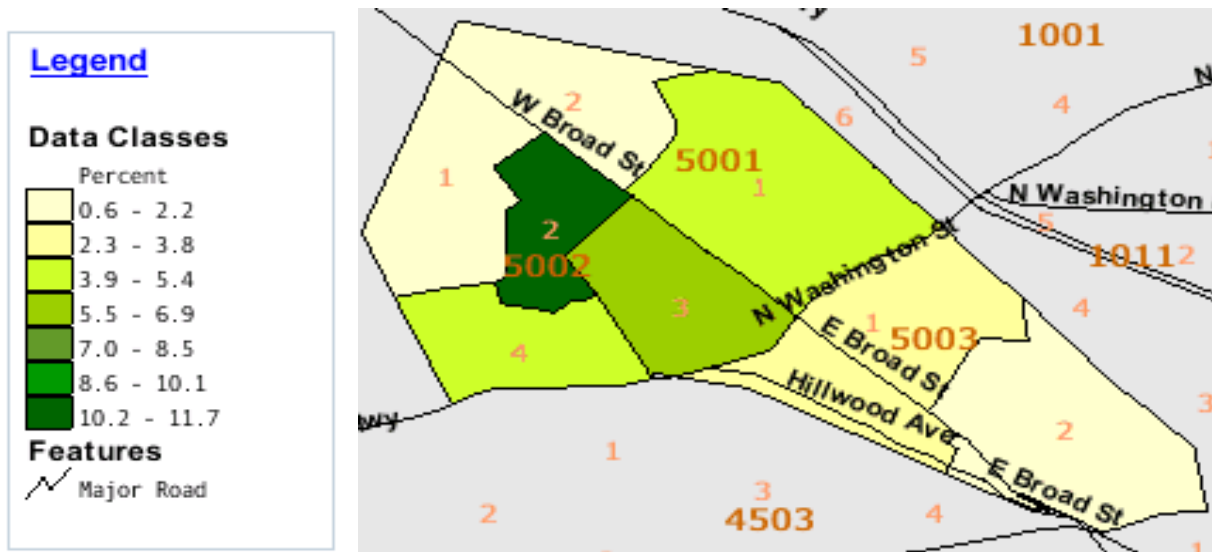
(Census 2000)



City of Falls Church
Map 2 : Average Household Incomes
 (by Census Tract (5001,5002,5003) and Block Groups)



Map 3: Percent of Persons Below the Poverty Level



Other Actions

In addition to the activities described, the City will implement the following activities to meet various housing and community development goals.

Fostering Decent Housing

- Rental assistance and property tax relief to elderly and disabled resident households. This program provides tax and rent relief to an estimated sixty (60) income-eligible elderly and disabled City residents to reduce the cost burden of housing for vulnerable residents. The program is administered through the Housing and Human Services Division. Funded with an estimated \$100,000 of local funds for Housing and Human Services. Geographic distribution: Citywide.
- Affordable Dwelling Unit (ADU) program. As part of new residential development, the City is able to negotiate with developers to include affordable units within these developments. Low- and moderate-income households that are first-time homebuyers will be able to purchase 8 units at the Spectrum Condominium during Fiscal Year 2006 and 15 units at the 400-500 S. Maple (Simon Pearson Square) condominium community. The program will be administered through Housing and Human Services staff. Estimated Number of Beneficiaries: 23 households. Estimated Percent of Beneficiaries that will be Low & Moderate Income: 100%. Funded with local funds for Housing and Human Services Division staff administration. Geographic distribution: Citywide.
- Fair Housing counseling and education. Between Fiscal Years 2006 and 2007, the city will sponsor a variety of fair housing activities, including fair housing testing, a Fair Housing Conference for local government officials, fair housing education & outreach through public service announcements, and training for housing/residential development-related personnel and decision makers. Geographic distribution: Citywide.
- Landlord-tenant and housing counseling. Provides education, advocacy, and information services related to the Virginia Landlord-Tenant Law. Services are provided through the Housing and Human Services Division. Funded with local funds for Housing and Human Services Division staff administration. Geographic distribution: Citywide.
- Provide rental assistance using Section 8 housing vouchers. The City participates in the Fairfax County administered Section 8 Housing Choice Voucher rental assistance program. The program pays a portion of the rent on behalf of income-eligible households. Estimated Number of Beneficiaries: 50 households receiving the subsidy. Estimated Percent of Beneficiaries that will be Low & Moderate Income: 100%. Funded with federal funds. Geographic distribution: Citywide.
- Residential and support services to people with disabilities. The City will continue services by the Fairfax-Falls Church Community Services Board to people with mental health and substance abuse disabilities and to people with mental retardation, including supportive services at housing facilities. Funded with local funds. FY 2006 budget: estimated \$570,000. Geographic distribution: Citywide.

Evaluation & Reduction of Lead Based-Paint Actions

- Activities to Reduce the Hazard of Lead-Based Paint: Continue to comply with federal requirements for lead-based paint testing and abatement in assisted housing. The City will continue to contract with the Fairfax County Health Department for lead screening and response services and offer lead testing to private owners in targeted areas. Funded with local funds. FY 2006 budget: estimated \$170,000 for all services of the Fairfax County Health Department, which includes lead-based paint screening, testing and treatment. Geographic distribution: Citywide.

Provider Intermediary Assistance for At-Risk Individuals

- Assist victims of domestic violence. Housing and Human Services staff will continue to coordinate with the City Police Department regarding victims of domestic violence who may be in need of shelter or support services.
- Outreach: HHS staff will continue to respond on site to reports of individuals that appear to be homeless. Staff will offer assessments, limited case management, information and referral and advocacy as needed.
- Provide case management for service-resistant individuals, who are homeless, and monitor funding and other development opportunities to meet the needs of this population. Housing and Human Services will continue to provide these services and monitoring functions through case management, coordination with other service agencies, referrals, and participation in local and regional groups addressing the issue of homelessness.
- Provide early intervention services to persons and families at risk of homelessness due to eviction or other catastrophic circumstances. Housing and Human Services will continue to coordinate with the Sheriff's office to identify and contact persons facing eviction to provide services and resources.
- Provide emergency assistance and case management services to low-income renter households to help prevent homelessness. Housing and Human Services will continue to provide assistance and services and have reclassified a staff position as a Housing Specialist to expand capacity.
- Evaluate contracted services and determine if modifications to existing service delivery systems are needed. Housing and Human Services staff will continue to evaluate services and are in the process of instituting performance measures and evaluations for City funded programs as well as reviewing contracted service programs.
- Participate in regional work groups to promote coordination of services and effective data collection, particularly through the Metropolitan Washington Council of Governments and the Northern Virginia Regional Commission. Housing and Human Services staff will regularly attend meetings at all of the above.
- Continue the City's contract with Fairfax County Department of Family Services for emergency and transitional shelter services. Contracted services will be continued.

Develop Institutional Structures/Enhancing Coordination between Housing and Service Agencies

- Continue to work with the Washington Metropolitan Council of Governments (COG) to maintain a database of affordable housing. Housing and Human Services staff will continue to provide information and statistics as requested by COG.
- Continue to work with the Northern Virginia Regional Commission and other Northern Virginia jurisdictions to monitor and enforce inter-jurisdictional agreements designed to provide continuity of services to individuals and families who are homeless. Housing and Human Services staff will continue to participate in the development and review of inter-jurisdictional agreements.
- Continue to work with the Northern Virginia Regional Commission to implement the Northern Virginia Single Family Regional Loan Fund home ownership program. Housing and Human Services staff will continue to attend meetings and are working to utilize funds for project scheduled to open in FY2006.
- Continue to work with the Northern Virginia Regional Commission Fair Housing Work Group. Housing and Human Services will continue to attend meetings and participate in the Regional Fair Housing Testing contract.
- Continue to monitor contractual services with Fairfax County and other relevant providers. Housing and Human Services will continue to request and review data from contract providers to monitor and evaluate services as they relate to housing and community development strategies and goals.
- Continue participation in the Continuum of Care group. Housing and Human Services staff will continue to participate in this Northern Virginia group which submits grant proposals to the U. S. Department of Housing & Urban Development monitors programs and gaps at various housing and service need levels.

Activities to Reduce the Number of People Living in Poverty

- Provide human services to City residents directly or through the provision of contract services and locally funded programs. Housing and Human Services Division will continue to provide a variety of services directly and through contract providers to City residents at the poverty level.
- Participate in regional Workforce Investment Board to streamline and expand access in employment opportunities.

PROGRAM SPECIFIC REQUIREMENTS

COMMUNITY DEVELOPMENT BLOCK GRANT

Annual CDBG Award

The FY 2006 CDBG grant amount includes funding from previous fiscal years and the anticipated FY 2006 funding award. The City did not generate any program income (revenue) from previous expenditures of CDBG funds.

HOME INVESTMENT PARTNERSHIPS PROGRAM

FY 2006 Strategies to Meet HOME Goals

The FY 2006 allocation of HOME funds (\$53,277) for the City of Falls Church will be used to provide rental assistance to households earning up to 60% of the HUD area median income. Through this program, the assisted household pays a portion of the rent and the other portion is paid with HOME funds.

The following information is information that describes how these activities will comply with HOME procedures:

Guidelines for Resale of HOME-funded properties

Not applicable; the City will not use HOME funds to acquire properties in FY 2006

Other forms of Investment for the City's HOME Program

Not applicable; (see discussion on HOME match discussion below).

Affirmative Marketing

Although the City of Falls Church does not have any HOME-properties that have five or more units (and thus, require an affirmative marketing plan), the City encourages participating apartment complexes to market their properties in compliance with Fair Housing laws and to make an effort to market to groups/persons that are underrepresented within the community.

Minority/Women's Business Outreach

The City will continue to make every effort to encourage the inclusion of minority and women's business enterprises concerning future HOME- funded activities, consistent with 24 CFR 92.350. Currently, the City's business partners in the HOME program are landlords.

Match Contribution

Section 220 of the HOME Statute requires the City to make match contributions on a Federal fiscal year basis. The match contributions must total not less than 25 percent of the funds used from the City's HOME Investment Trust Fund in that fiscal year. The City of Falls Church provides a cash match for the HOME program in its operation of the City's Special Housing Fund. In Fiscal Year 2006, the City will use local funds to provide an estimated HOME match of \$41,000 (nearly \$20,000 more than required) in the form of rental assistance for households earning 60% of the HUD median income. The City will also use credits for match as a result of expenditures related to the issuance of bonds to refinance Winter Hill Apartments several years ago.

Neighborhood Standard Report

Not applicable; the City does not have HOME-funded new construction of rental development.

HOME Tenant Based Rental Assistance

As noted in the Housing Market Analysis of the Consolidated Plan, almost 80% of all extremely low, low and moderate-income households are rent burdened. Although these households would qualify for rental assistance under the federal Housing Choice Voucher program, such assistance is limited and would require eligible households to wait an average of four years for assistance. The City's decision to use HOME funds for tenant-based rental assistance also allows households to find adequately sized housing that is not currently offered by the City's multifamily housing stock.

AMERICAN DREAM DOWNPAYMENT INITIATIVE

As discussed in the FY 2006 CDBG, HOME ADDI chart, the City will not accept the FY2006 ADDI allocation; instead, the City will request that Arlington County increase its HOME allocation by the proposed ADDI grant.

Monitoring Standards and Procedures

The City receives annual allocations from the Federal Community Development Block Grant (CDBG), HOME and Section 8 programs. The monitoring standards and procedures for each program are described below.

CDBG: The City is a sub-recipient of CDBG funds through Arlington County. The County monitors all funds and provides technical assistance and auditing functions. Programs funded through the City are required to submit quarterly progress reports, are monitored on-site at least once a year and must submit an annual independent audit by a certified public accounting (CPA) firm. Reports from programs are used as part of the evaluation process for future funding requests.

HOME: The City also receives its HOME funds through Arlington County. The County is responsible for reviewing all program files and funding and ensuring that the funds meet program requirements. HOME funds have been used exclusively by the City to fund its Tenant Based Rental Assistance program. Each tenant is on schedule for annual recertifications. Further, the City conducts annual inspections both prior to occupancy and during the annual income recertification for all HOME TBRA-program participants.

Section 8: HHS administers the Housing Assistance Payments (HAP) contract for the Section 8 project-based program at the Winter Hill apartment complex. HHS is responsible for monitoring the program, completing inspections of units and annual reports and submitting payment requests. In addition, HHS conducts annual on-site monitoring of 25% of the units as well as review of client files, interviews with the management staff, and review of financial records and tenant selection procedures. Copies of the monitoring reports are available within the Housing & Human Services Division.